




## Chapin Huskies Curbside Library

Until we are able to open our campus to students, we are pleased to offer access to your Chapin Library with curbside pick-up and drop-off. Students may check out 4 books for a period of 3 weeks.

<b>Schedule:</b>	During Lunch Distribution	September 9	
	11:00am – 1:00pm	September 14	September 16
		September 21	September 23
		September 28	September 30
		October 5	October 7
		October 12	October 14

### Step 1: Make your Book Request No Later Than 8:00am Monday or Wednesday (the day of your intended Pick-Up)

- ❑ **Preferred Method:** Go to our LS2 Library Catalog at <https://el Paso.tlcdelivers.com/?config=112#>. You can search for books by title, author or subject. Once you have found a book that you would like to request click on . You may request up to four books. You will be asked to log in. Library Card #: 6-digit school ID number (Ex. 654321)  
PIN: last 4 digits of school ID number (Ex. 4321)
- ❑ **Alternate Methods of making a book request:**
  - Go to the following link to request up to four books.  
[https://forms.office.com/Pages/ResponsePage.aspx?id=NKJrT7pSkk2a751VJFYmhCfzmV4V3iJKthC7gs\\_vDPNUQjhaVlpJMUNZRzQxSzgxVkvZTVYzTUyVi4u](https://forms.office.com/Pages/ResponsePage.aspx?id=NKJrT7pSkk2a751VJFYmhCfzmV4V3iJKthC7gs_vDPNUQjhaVlpJMUNZRzQxSzgxVkvZTVYzTUyVi4u)
  - Send Ms. Gutierrez an email at [mmvalle1@episd.org](mailto:mmvalle1@episd.org) or Ms. Skipworth at [mblamoni@episd.org](mailto:mblamoni@episd.org) Include student name, ID #, and your book request. Be as specific as possible. Also include contact information to receive your confirmation.

**Step 2:** Ms. Gutierrez or Ms. Skipworth will send you a message to confirm your Pick-Up date/time.

**Step 3:** Drop by the Chapin Lunch Pick-Up to return library books and pick up new books.

- Stay in your car
- Have a sign with student name and ID # clearly printed
- Pop your trunk for Book Drop-Off and Pick-Up